Nova Scotia

ANNUAL REPORT

for the fiscal year
ending March 31, 1984

Department of Housing

To His Honour

The Honourable Alan R. Abraham, C.D.

May It Please Your Honour:

I have the honour to submit the Report of the Nova Scotia Department of Housing for the fiscal year April 1, 1983 to March 31, 1984.

Respectfully submitted,

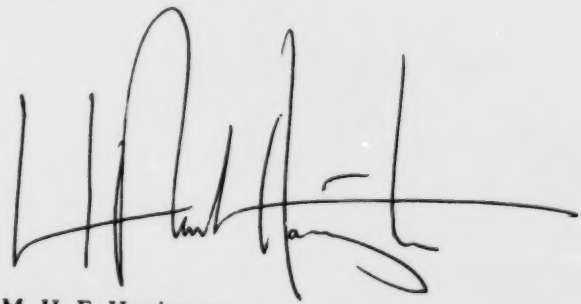
Michael Laffin
Minister of Housing

To the Honourable Michael Laffin
Minister of Housing

Sir:

I have the privilege on behalf of the Department of Housing to present my report on the work of the Department for the year 1983-1984.

Respectfully submitted,



M. H. F. Harrington
Chairman of the Housing Development Board

HOUSING DEVELOPMENT BOARD

Members: M. H. F. Harrington, Chairman
A. F. Pinard, Deputy Minister
M. E. Stanbury
J. B. Sawyer
C. Gallant

DIRECTORS

D. W. Kerr, Director of Program and Property Management
R. E. Boyd, Director of Finance
E. A. Clarke, Director of Planning Services
M. D. MacGray, Director of Administration

CONTENTS

Introduction 11

Organization 13

- Program and Property Management 13
- Planning Services 13
- Finance 14
- Administration 15
- Housing Development Board 16

Program Summary 17

Housing for Families 19

Housing for Senior Citizens 21

Housing Authorities 24

Provincial Housing Emergency Repair Program 25

Senior Citizens Assistance Program 26

Access-a-Home Program 27

Rural and Native Housing Program 28

Self-help Housing Program 29

Lease Purchase Housing Program 30

Solar Heating Demonstration Projects 31

Small Loans Assistance Program 32

Bridge Financing for Non-profit Co-operative Housing 33

Neighbourhood Improvement Program 34

Land Acquisition and Development Program 35

Land Servicing, Tender Awards 37

Financial Statements, Audited 39

INTRODUCTION

A home provides shelter, warms our families and has been defined as "a birthplace or a place dear to one". In the 1930's a provincial housing report concluded that there was an extreme shortage of proper housing for lower income families and that this shortage affected their social and physical well-being. The Nova Scotia Housing Commission was created to assist in meeting this need.

The Commission's initial project, in 1938, was the Arnold Co-operative Housing Limited in Reserve Mines, the first co-operative housing project in Canada. Today the Arnold Co-op still prospers and there are almost 7,600 co-operative housing units in Nova Scotia.

In 1953, together with the Canada Mortgage and Housing Corporation, the Commission began building family public housing units. In 1966 it expanded this program to include senior citizens' housing. Today there are more than 6,200 senior citizens' apartments and over 3,000 family units throughout the province.

As the demand for serviced land grew, the Commission began a land development program. Sackville Lakes, Forest Hills and the Cape Breton Land Assembly (Baille Ard) are the three major projects undertaken to date with a number of smaller projects scattered throughout the province. Sackville Lakes, Forest Hills and Baille Ard have produced 2,785, 2,085 and 275 residential building lots respectively. These have grown into thriving new communities.

The smaller projects have developed 1,492 serviced lots for a total of 6,627 residential building lots. In addition, many school, church, commercial and recreational sites have been provided.

During the mid-70's the Commission's focus on housing needs changed significantly, expanding its base of program activities from addressing specific clientele sectors to ensuring that the residential construction industry remained an active and integral component of the provincial economy. While specific program audiences remained a key consideration, new initiatives were undertaken to broaden the range of programs and develop a service-oriented approach to assist the industry in general and new client groups.

In the early 1980's, the government of Nova Scotia commissioned a review of the provincial housing agency which concluded that the housing needs of all Nova Scotians could be better met by a provincial department.

On November 9, 1983, Bill No. 66, An Act Respecting Housing, was proclaimed and the Nova Scotia Department of Housing was created.

Under the new legislation, the mission of the Housing Department is significantly broadened so as, "To assist and foster an environment in which the private sector, the communities and the Government may respond to the needs of Nova Scotians for adequate and affordable housing. Special emphasis should be placed on low-income people, the aged in need and other disadvantaged."

This new mandate follows an old tradition while at the same time fostering new approaches and initiatives. In 1983/1984 the department launched several new projects and continued more familiar ones. During the past year the department approved more than $37,000,000 in grants and loans to improve existing stock and provide new housing for Nova Scotians.

Through the Nova Scotia Home Awards the department recognizes excellence in housing design and innovation. Both professionals and amateurs are invited to offer submissions. This program recognizes innovation in financial arrangements, historical design and renovation.

The department has begun working with existing properties to use them in new ways. In Shelburne, a deteriorating historical property was renovated and made into six family housing units.

In a co-operative effort with the Department of Development, the Housing Department in 1983/84 employed over 1200 people through the Provincial Employment Program (PEP). This makes the department one of the largest employers of summer students and winter workers. The workers concentrate on helping senior citizens and handicapped Nova Scotians remain in their homes.

ORGANIZATION

The Department of Housing is organized into four divisions: Program and Property Management; Planning Services; Finance; and, Administration.

PROGRAM AND PROPERTY MANAGEMENT

The Program and Property Management Division is comprised of Head Office and Regional Office staff in Dartmouth, Sydney, New Glasgow, Bedford and Middleton. There is a field office in Port Hawkesbury, and a new field office was opened this year in Amherst. There are sales offices in Forest Hills and Sackville Lakes.

This division is responsible for managing the departmental real estate portfolio, including all aspects of land administration from acquisition through to disposal. The division provides the lead role in managing the province's 45 housing authorities by setting policy and procedure guidelines.

One of the main responsibilities of the Division is program delivery and acting as a service agent in the community. The division formulates policies and procedures relating to the delivery of programs in consultation with other divisions of the department and the public.

Together with Canada Mortgage and Housing Corporation (CMHC), Program and Property Management is responsible for implementing federal/provincial cost-shared programs including the Public Housing Program, Rural and Native Housing Program, Lease Purchase Housing Program, and the Public Non-profit Housing Program.

The Division is responsible for delivering provincially-financed programs, including Self-help Housing, Senior Citizens Assistance, Provincial Housing Emergency Repair, Small Loans Assistance, Land Sales, Access-A-Home and Bridge Financing.

Other responsibilities include supervision of street, water and sewer construction; and liaison with municipalities, housing authorities, other provincial government departments and agencies, and with federal government departments on matters related to housing.

PLANNING SERVICES

The Planning Services Division provides the professional and technical services required by the Housing Department in statistical research, land-use

planning, architectural and engineering design, strategic planning, and program development and forecasting.

The varied responsibilities of the division include: housing policy and program development, research, economic projections, preparation of capital budgets and programs, project scheduling, and maintenance of statistical records, housing data and library services. Planning Services staff work with municipalities and represent the department on most provincial and federal government committees regarding housing issues. Planning Division also maintains a liaison with municipalities, other provincial departments, agencies and federal government departments on technical matters relating to housing.

Staff members design and produce tender documents for all capital projects, including land servicing and building construction. They do master planning and subdivision design work for large multi-phased projects, such as land assembly development. This division also offers architectural, engineering and design services.

All project approvals and development permits are the responsibility of this division. It sets standards for the hiring and supervision of outside consultants, including: electrical and mechanical engineering, architecture, planning and survey work.

FINANCE

The Finance Division is responsible for all financial and accounting matters within the department and for overseeing the financial operations of approximately 45 housing authorities throughout the province. It is responsible for all department accounting, including capital expenditures detailed by cost element, recoveries, regionalized and divisional operating expenditures on a responsibility accounting basis, subsidies, mortgage accounting and Order in Council commitment accounting.

While the department does not write its own cheques, the Finance Division is responsible for operating an expenditure approval system for all capital, operating and subsidy expenditures. The Finance Division inputs payment data through a remote computer terminal connected to a centralized computer at the Department of Finance, which prints the cheques. They are disbursed by the Finance Division to creditors.

This division receives all mortgage payments, and recoveries of billings made to Canada Mortgage and Housing Corporation and municipalities on

cost-shared programs and miscellaneous payments. It deposits them daily in the department's bank account. The division assumes responsibility for all aspects (including tax payments and fire insurance) of the administration of an investment and loan portfolio totalling in excess of $105 million.

The Finance Division prepares operating subsidy and capital cash flow budgets and monitors performance against them during the year. It is responsible for all credit and collection policy and the initiation of loans litigation. The division monitors the financial affairs of all housing authorities in the province. It develops standard accounting systems, including computerized systems, for these housing authorities and trains their accounting staff. The division administers a centralized banking system for housing authorities which daily transfers the bank balances of all housing authorities to the province's central bank account.

The General Accounting Section is responsible for: all of the department's accounting, (except mortgage subsidiary accounting); the processing of all capital (except loan advances), operating and subsidy payments; the recovery of all funds from partners on cost-shared programs; the preparation of all financial statements and management information, and expenditure control reports.

The Loans Administration Section is responsible for all aspects of loans administration (except collection) on an investment and loan portfolio in excess of $105 million. This includes inquiry, payouts, and payments of taxes. It makes certain that all house mortgages are insured against fire.

The Financial Control Section is responsible for all credit and collection policy, loans litigation, and budgeting and forecasting (both operating and capital cash flow). It monitors the financial function of all housing authorities, including the training of accounting staff.

The Cost Accounting Section is responsible for distributing costs through the use of a computer model to all land assembly projects in order to determine the selling prices of lots. This section also determines the cost of operating various department programs and makes cost projections.

ADMINISTRATION

The Administration Division is responsible for providing all common support services for the department. These activities relate to four functional areas which include: Administrative Services; Staff Services; Legal Services and Records Management.

The Administrative Services section ensures that the department develops a fully co-ordinated approach for all initiatives and activities undertaken which have global implications for the department relating to: office facility and space management; office automation; promotion and information system planning; public relations management; promotion and information services; administrative staff services support for the Housing Development Board; policy and procedure development, and purchasing.

Legal Services is responsible for ensuring that a comprehensive range of systems and services is developed and implemented to provide legal advice and assistance to the Deputy Minister and the senior management team of the department. All services are fully co-ordinated with the Department of the Attorney General through resident legal counsel.

The department maintains a centralized records entry and retrieval system. The Records Management section ensures that all systems are developed by the department to enable records to be handled in a planned system. This includes the care and custody of all documents and records, circulation control, final disposition of records and the co-ordination of all micrographic services. Also included within this area is responsibility for courier services, development and implementation of all supplies, and inventory control measures.

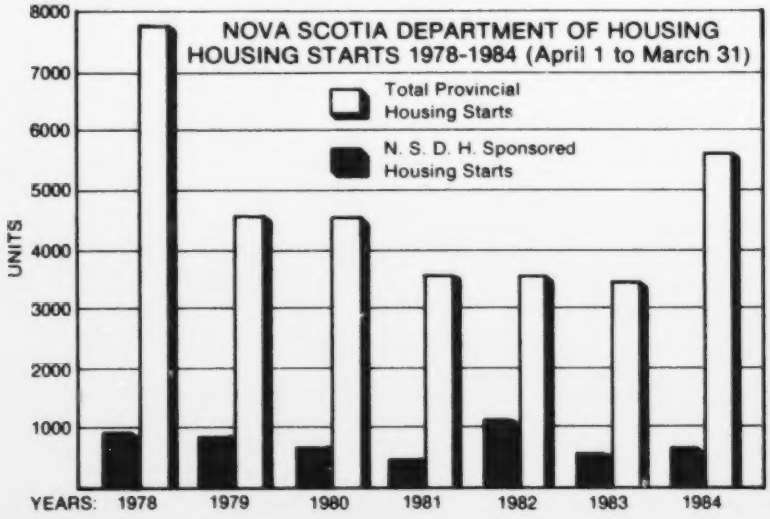
The Staff Services section provides assistance and advice to senior management in achieving the most effective and efficient use of department staff. Specific activities include: the provision of comprehensive staff records and personnel administration systems, management development initiatives, short-term employment opportunities and a full range of personnel policies and procedures statements.

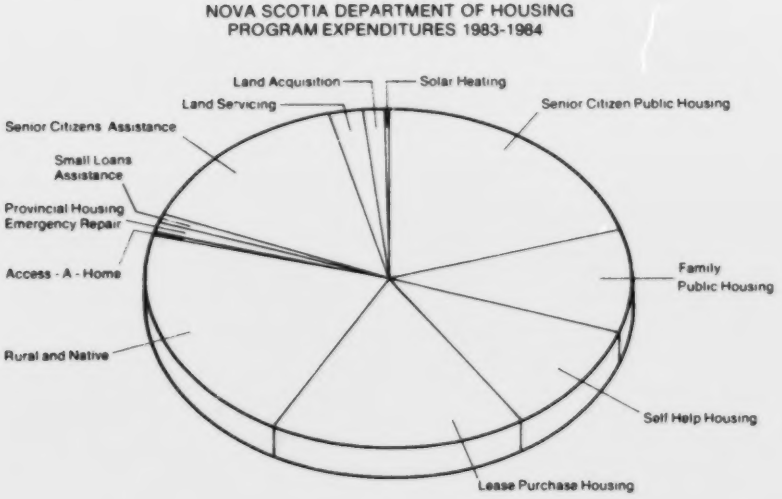
HOUSING DEVELOPMENT BOARD

Like a private lending company, the Department of Housing operates with a Board known as the Housing Development Board. Comprised of members appointed by the Governor in Council and including the Deputy Minister, the Board exercises legislative authority in reviewing all loans and grant submissions, following established program policy and procedure guidelines. The Board may recommend approval, rejection or deferral. The Board also carries out any other duties which the Minister of Housing may prescribe.

PROGRAM SUMMARY

Program	Number of Approved Applicants/Units	Funds Approved
Senior Citizens Public Housing	224	$7,619,641
Family Unit Public Housing	90	4,124,124
Self-help Housing	89	3,835,817
Lease Purchase Housing	132	6,403,685
Rural and Native	142	7,679,316
Access-A-Home	68	78,693
Provincial Housing Emergency Repair	184	400,000
Small Loans Assistance	89	337,240
Senior Citizens Assistance	2,100	5,450,649
Land Servicing		607,543
Land Acquisition		538,196
Solar Heating	100	126,050
	3,218	$37,200,954


NOVA SCOTIA DEPARTMENT OF HOUSING
HOUSING STARTS 1978-1984 (April 1 to March 31)
Total Provincial Housing Starts
N. S. D. H. Sponsored Housing Starts
UNITS
8000
7000
6000
5000
4000
3000
2000
1000
YEARS: 1978 1979 1980 1981 1982 1983 1984


NOVA SCOTIA DEPARTMENT OF HOUSING
PROGRAM EXPENDITURES 1983-1984
Land Acquisition
Solar Heating
Land Servicing
Senior Citizen Public Housing
Senior Citizens Assistance
Small Loans Assistance
Provincial Housing Emergency Repair
Access - A - Home
Family Public Housing
Rural and Native
Self Help Housing
Lease Purchase Housing

HOUSING FOR FAMILIES

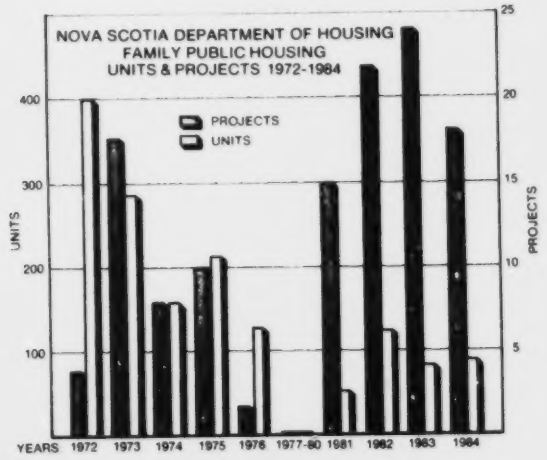
The provincial Family Public Housing Program provides affordable, comfortable homes for families in the low to medium income range.

Prospective applicants are point-scored for eligibility. Points are given for a variety of reasons according to the family's needs, income presently being paid in rent and the condition of present accommodations. Priority is given to the families with the highest points. Applicants must have been residents in the particular community for 12 consecutive months within the last three years.

The rent is based on the gross family income of tenants. The rent-to-income scale presently ranges between 16.7 per cent and 25 per cent of gross income, with deductions for services not provided.

Family Public Housing projects are built by the department and Canada Mortgage and Housing Corporation through Section 40 of the National Housing Act. Both the capital and operating costs of the projects are shared 75 per cent federally and 25 per cent provincially. The provincial share of the operating cost is divided between the province and the relevant municipality, based on the municipality's ability to pay.

Once projects are completed they are turned over to a local housing authority which administers them. These authorities are responsible for tenant selection, rent collection, project staff supervision and daily operating matters.



FAMILY UNIT PUBLIC HOUSING
TENDER AWARDS

Location	Number of Units	Tender Award Amount
Amherst	4	$ 174,000
Cape Breton County	8	336,000
Cape Breton County	4	199,600
Dartmouth	8	514,724
Digby	4	203,300
Digby County	4	180,720
Dominion	2	75,960
Glace Bay	8	329,750
Halifax	4	189,965
Halifax	2	59,750
New Glasgow	4	190,000
New Waterford	8	345,212
North Sydney	4	196,000
Queens County	4	203,960
Shelburne	6	187,500
Sydney	4	180,000
Sydney Mines	4	195,952
Yarmouth	8	361,731
TOTAL	90	$4,124,124

HOUSING FOR SENIOR CITIZENS

The Senior Citizens Public Housing Program provides inexpensive, pleasant, living accommodations for Nova Scotia's senior citizens.

Applicants must be 58 years old or over and able to maintain their own apartments. Entry is not restricted to a particular group but priority is extended to individuals in the lower income levels through a point-rating system. All applicants must have been a resident in the particular community for 12 consecutive months within the last three years.

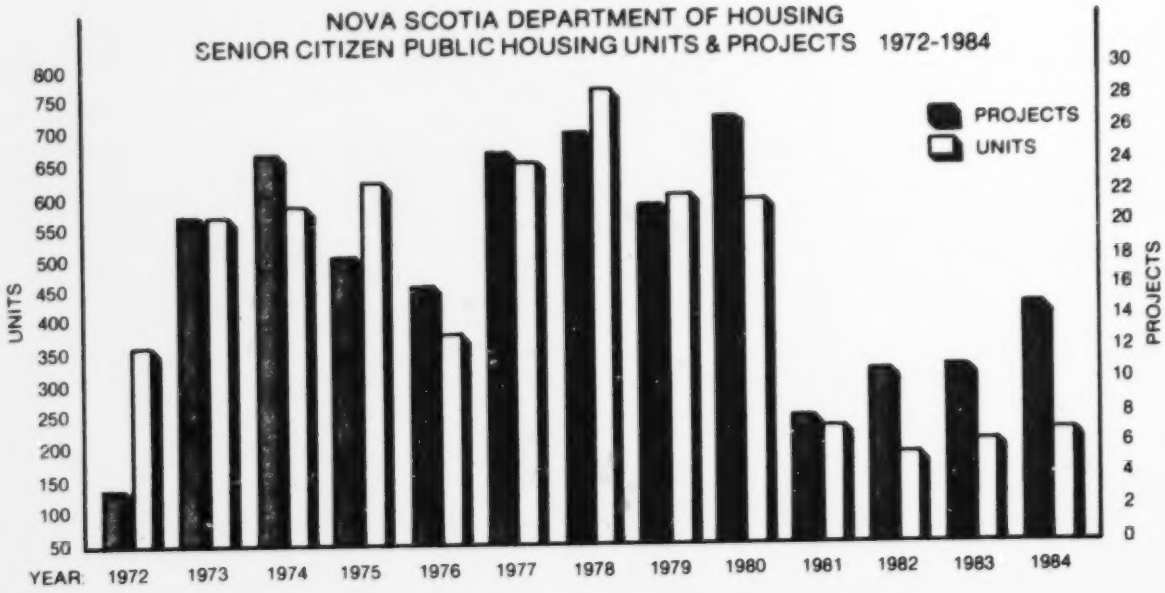
The rent is based on the gross family income of tenants. The rent-to-income scale presently ranges between 16.7 per cent and 25 per cent of gross income.

Senior Citizens Public Housing projects are built under a federal-provincial partnership agreement through Section 40 of the National Housing Act. The capital costs and the operating costs of the project are shared 75 per cent by Canada Mortgage and Housing Corporation and 25 per cent by the province. The provincial share of the operating cost is divided between the province and the relevant municipality.

As with Family Public Housing Units, once projects are completed they are turned over to a local housing authority which administers them. These authorities are responsible for tenant selection, rent collection, project staff supervision and daily operating matters.

SENIOR CITIZENS PUBLIC HOUSING
TENDER AWARDS

Location	Number of Units	Tender Award Amount
Antigonish	15	$ 508,495
Eastern Passage	15	534,000
Forest Hills	15	628,540
Inverness	15	515,000
New Germany	15	532,200
New Glasgow	15	495,213
Reserve Mines	15	482,860
Sackville	6	218,900
Sydney	20	665,000
Sydney River	15	468,840
Truro	18	694,750
Waverley	15	478,300
West Hants	15	434,000
Western Shore	15	474,543
Yarmouth	15	489,000
TOTAL	224	$7,619,641


NOVA SCOTIA DEPARTMENT OF HOUSING
SENIOR CITIZEN PUBLIC HOUSING UNITS & PROJECTS 1972-1984
PROJECTS
UNITS
UNITS
PROJECTS
YEAR
800
750
700
650
600
550
500
450
400
350
300
250
200
150
100
50
30
28
26
24
22
20
18
16
14
12
10
8
6
4
2
0
1972
1973
1974
1975
1976
1977
1978
1979
1980
1981
1982
1983
1984

HOUSING AUTHORITIES

All Senior Citizens and Family Units Public Housing Projects built under Section 40 or 43-44 of the National Housing Act are managed by a local or regional housing authority. The housing authorities, with the exception of the Halifax Housing Authority, have been established by provincial Orders in Council to manage, maintain and administer these projects.

Authorities act independently within the policies contained in the Housing Department's Manual and the Housing Authority Agreement made between Canada Mortgage and Housing Corporation, the Nova Scotia Department of Housing, the relevant authority and the municipality.

The guidelines ensure that basic policies are implemented in a uniform manner throughout the Province, while allowing the authorities freedom to deal with situations unique to each community.

The number of members appointed to a housing authority is determined by the size of the portfolio to be administered. Appointments to the authority are made by the Minister of Housing.

Appointees are recommended by a nominating committee representing all three levels of government for Section 40 projects and provincial and municipal government for Section 43 and 44 projects. In the case of a regional authority, the appointees are selected by the municipalities involved, along with appointees of the federal and provincial governments. Elected persons holding federal, provincial or municipal offices are not eligible.

There are 45 housing authorities across the province administering over 9,000 units. These represent more than 6,200 senior citizens units and 3,000 family units.

PROVINCIAL HOUSING EMERGENCY REPAIR PROGRAM

The Provincial Housing Emergency Repair Program (PHERP) provides grants of up to $2,500 to families who cannot afford to do emergency home repairs.

Applicants must own or have a life interest in the home. Priority is given to persons with an income of $6,000 per year or less and repairs must be related to health and safety standards.

PROVINCIAL HOUSING EMERGENCY REPAIR PROGRAM

Region	Number of Applicants	Amount of Grants
1 (Cape Breton)	38	$ 82,799
2 (Central)	33	75,490
3 (Halifax Metro)	68	149,573
4 (Valley, South Shore)	45	92,138
TOTAL	184	$400,000

SENIOR CITIZENS ASSISTANCE PROGRAM

This program is designed to help senior citizens who wish to stay in their homes but cannot afford the repairs and alterations that would make this possible.

A forgiveness loan is given for the actual cost of labour and material up to a maximum of $3,000. The loan is secured by a forgiveness loan agreement and is forgiven at the rate of $50 per month as long as the senior continues to own and live in the home.

To qualify for the program an individual must be 65 years old or over, have a combined family annual income of $12,000 or less, and own, be part owner or have a life interest in the home, and reside in the home. Only in cases of extreme emergency will an applicant be eligible if previous assistance under any federal or provincial rehabilitation program has been received.

The residence must be a single family home, including detached, semi-detached, or one unit of row housing. If title to the house is transferred, the unforgiven balance becomes due and payable.

SENIOR CITIZENS ASSISTANCE PROGRAM

Region	Number of Applicants	Amount of Loans
1 (Cape Breton)	435	$1,120,861
2 (Central)	441	1,191,203
3 (Halifax Metro)	602	1,599,639
4 (Valley, South Shore)	622	1,538,946
TOTAL	2,100	$5,450,649

ACCESS-A-HOME

The Access-A-Home Program offers financial assistance for home renovations to individuals or members of their family who are confined to a wheelchair because of a long-term disability. The grant amount varies according to the applicant's gross family income. The maximum amount available varies from $750.00 to $1,350.00.

The individual or applicant is given a grant to cover the cost of labour and materials needed to eliminate architectural barriers. The individual must live in the home and own or have a life interest in it. Remodeled bathrooms, lowered light switches, chair lifts and ramps are all examples of work that has been done through this program.

ACCESS-A-HOME PROGRAM

Region	Number of Applicants	Amount of Grants
1 (Cape Breton)	20	$23,748
2 (Central)	9	10,804
3 (Halifax Metro)	17	17,261
4 (Valley, South Shore)	22	26,880
TOTAL	68	$78,693

RURAL AND NATIVE HOUSING PROGRAM

The Rural and Native Housing Program allows low-income families to build new homes or repair existing ones. Funds are available to persons living in areas having populations of 2,500 or less. Priority is given to individuals having the poorest housing, the lowest income, and the largest families.

The Housing Department offers this program, together with Canada Mortgage and Housing Corporation through Section 40 of the National Housing Act. Loans are made for private ownership of a single family home and are repaid over a 25-year period with payments being based on income. If individual payments are insufficient to meet full amortization charges, (principal, interest, and taxes), the federal-provincial partnership will make up the difference. The subsidy is shared on a 75 to 25 per cent ratio.

Applications for the program are made through a non-profit delivery group operating in a particular area. The applications are forwarded to CMHC and the department for approval. Canada Mortgage and Housing Corporation co-ordinates the activities of the delivery groups.

RURAL AND NATIVE HOUSING

County	Number of Units	Mortgage Funds Approved
Annapolis	7	$ 354,930.48
Antigonish	1	49,000.00
Cape Breton	17	948,075.08
Colchester	16	885,000.00
Cumberland	9	483,500.00
Digby	12	630,000.00
Guysborough	-	28,500.00
Halifax	14	746,500.00
Hants	10	514,000.00
Inverness	5	290,938.88
Kings	17	900,500.00
Lunenburg	3	157,500.00
Pictou	9	472,500.00
Queens	5	262,500.00
Richmond	4	224,306.72
Shelburne	2	102,527.76
Victoria	8	466,434.00
Yarmouth	3	162,603.08
TOTAL	142	$7,679,316.00

SELF-HELP HOUSING PROGRAM

The Self-help Housing Program provides mortgages to qualifying Nova Scotians who wish to build their own houses. Loans are made to families whose combined income is within the established program guidelines, and providing the family does not own an adequate house by virtue of its physical condition.

The loan is repayable over a maximum of 25 years. The current interest is one-half per cent above the provincial borrowing rate, which is subject to change quarterly. The maximum loan is also limited to monthly payments that do not exceed 27 per cent of the family's gross income.

All proposed building sites must be approved by the local municipal planning authority and the Housing Department. Although the house design is the selection of the individual, it must meet the Housing Department's guidelines for size and design.

Assistance in completing the necessary documentation, as well as technical help with the actual construction of the house, is provided free of charge by the Housing Department staff.

SELF-HELP HOUSING PROGRAM

Region	Number of Approved Applicants	Mortgage Funds Approved
1 (Cape Breton)	54	$2,293,907
2 (Central)	3	88,223
3 (Halifax Metro)	28	1,276,937
4 (Valley, South Shore)	4	176,750
TOTAL	89	$3,835,817

LEASE PURCHASE HOUSING PROGRAM

The Lease Purchase Housing Program is designed to help low and middle income families have homes of their own. It is a subsidized rental program designed to provide modest houses for low and middle income families.

Homes must be single-family dwellings, newly constructed or existing but never occupied. They may be detached, semi-detached or one of a unit of row housing.

House plans, specifications and building lots are approved by the Housing Department in accordance with Canada Mortgage and Housing Corporation's regulations.

A Lease Purchase Agreement allows eligible applicants to purchase the home within the first five years of occupancy at the original capital cost. In cases where the occupant initially contributed $1,500.00 in equity, the option is extended to nine years. This may be an initial contribution or accumulated during occupancy through improvements. After purchasing the home, the tenant must remain in it for a further five years in order to qualify for all of the appreciated value.

The applicants pay approximately 25 per cent of their income as rent and are responsible for any on-going maintenance and all utilities. The balance of the operating costs are provided by Canada Mortgage and Housing Corporation. The Housing Department is responsible for the administration, capital replacement, insurance, and property tax payments.

LEASE PURCHASE HOUSING PROGRAM

Region	Number of Approved Applicants	Mortgage Funds Approved
1 (Cape Breton)	55	$2,413,200
2 (Central)	7	336,000
3 (Halifax Metro)	66	3,474,485
4 (Valley, South Shore)	4	180,000
TOTAL	132	$6,403,685

SOLAR HEATING DEMONSTRATION PROJECTS

This program is managed and funded by the Solar Programs Office, a section of the federal Department of Public Works. P.U.S.H. is a part of the federal government's overall Energy Conservation Program and has two goals:

1. To make use of renewable energy resources thus reducing conventional oil consumption; and

2. To provide a market for the solar heating industry.

Five projects were approved in 1983-1984 and the department supervised their design, directed the tendering process and awarded contracts for the installation of self-mounted solar systems for the preheating of the domestic hot water supply. These demonstration projects are located in a number of senior citizens projects across the province.

SOLAR HEATING DEMONSTRATION PROJECTS

Location	Projects	Value
Amherst	20 Senior Citizens Units	$ 25,950
Eastern Passage	20 Senior Citizens Units	24,200
New Glasgow	20 Senior Citizens Units	25,750
Sackville	20 Senior Citizens Units	24,200
Glace Bay	20 Senior Citizens Units	25,950
TOTAL	100	$126,050

SMALL LOANS ASSISTANCE PROGRAM

This program provides low-interest loans for repairs, alterations or additions to, and for completion or partial completion of, a single family home.

Loans of $1,000 to $5,000 with a maximum term of five years were available during 1983-1984.

The program is for families with an adjusted income of less than $17,000 a year. The interest rate is eight per cent for an adjusted family income of $12,000 per annum or less, 10 per cent for those having an adjusted family income of $12,001 to $14,000, and the provincial borrowing rate at the time of approval for all others.

Loans are secured by a first or second mortgage on the house. When a second mortgage is taken, the balance owing on the first mortgage must not exceed 50 per cent of the appraised value of the home.

SMALL LOANS ASSISTANCE PROGRAM SUMMARY

Region	Number of Applicants	Amount of Loans
1 (Cape Breton)	30	$105,349
2 (Central)	9	35,989
3 (Halifax Metro)	23	89,076
4 (Valley, South Shore)	27	106,826
TOTAL	89	$337,240

BRIDGE FINANCING FOR NON-PROFIT CO-OPERATIVE HOUSING

Non-profit co-operative housing is administered directly by the Canada Mortgage and Housing Corporation through Section 56.1 of the National Housing Act, but the Nova Scotia Department of Housing has been instrumental in the success of four co-operatives which undertook new construction projects.

The department provides interim financing at reasonable interest rates enabling these co-operatives to make necessary financial commitments before first mortgage draws are available.

During 1983-1984, four co-operative projects took advantage of this program. Trillium Co-operative, a 46-unit project, received $200,000 in interim financing; and North Harbour Co-operative, a 20-unit project, was advanced $100,000. The Annapolis Valley and Apple Blossom Co-operatives, both 20-unit projects, received $100,000 and $115,000 respectively.

NEIGHBOURHOOD IMPROVEMENT PROGRAM

This program was designed to help municipalities revitalize older neighbourhoods by providing grants to improve social and recreational facilities and to upgrade existing municipal services.

There were a total of 46 NIP areas in 23 municipalities across the province. Although no additional new funding commitments were made to the program after 1977, program activity continued until March 31, 1984. Provincial spending under the program in 1983-1984 was $230,000. Over the past ten years the province has contributed $2,999,877 to this program.

NEIGHBOURHOOD IMPROVEMENT FUNDING COMMITMENTS PROGRAM

Year	Federal Grant	Provincial Grant
1974		
3 Communities	$ 2,670,000	$ 801,000
1975		
13 Communities	2,400,000	720,000
1976		
8 Communities	2,650,000	795,000
1977		
12 Communities	3,000,000	900,000
TOTAL	$10,720,000	$3,216,000

LAND ACQUISITION AND DEVELOPMENT PROGRAM

The Department's Land Acquisition and Development Program is designed to increase the supply of moderately priced serviced land in Nova Scotia and to create well-planned, new communities.

Sizable projects have been undertaken in the Halifax-Dartmouth Metropolitan area, Cole Harbour, Lower and Middle Sackville and Sydney. A number of smaller projects have been undertaken, for a provincial total of 34 land assemblies.

In some cases these new communities have areas for low density residential development as well as commercial and institutional areas. In addition, substantial parkland areas are set aside for public recreational use.

The department, through this program, plans a project, services the land and sells the building sites, whether they are for single family units, duplexes, townhouses, multi-family units or commercial and institutional projects. In 1983/84 the Department sold 464 single family sites and 45 duplex sites.

The department provides financial assistance and management expertise to municipalities experiencing or anticipating a shortage of reasonably priced residential land.

During 1983-1984, Land Servicing activity saw substantial projects in the Metro area. In Forest Hills, servicing, landscaping and an environmental control program were undertaken. In Sackville, Phase 12 land was serviced, creating 83 new lots. In Cape Breton, Baille Ard, Phase 2 was paved.

LAND ACQUISITON
1983-1984

Location	Acres	Lots
Amherst		7
Antigonish	.47	
Bras d'Or		2
Canso		2
Dartmouth		1
Digby County	.75	
Dominion		3
Eastern Passage	.48	
Halifax	1.08	
Inverness		4
Louisdale		2
Milton	.91	
New Germany	.62	
New Glasgow		3
New Waterford		9
North Kentville		8
North Sydney		6
Petit de Grat		2
Pugwash		3
Sherbrooke	.3	
Stellarton		1
Sydney Mines		6
Truro	1.28	
Waverley	1.96	
Western Shore	.71	
Westmount		2
Yarmouth	1.06	
TOTAL	9.62	61

LAND SERVICING
TENDER AWARDS

Location	Type of Work	Amount	No of Lots Created
Forest Hills, TD3-1	Servicing	$111,700	23
Forest Hills Sports Field	Landscaping	56,310	-
Forest Hills Storm Water Pond	Environmental Control	19,800	-
Sackville, Phase 12	Servicing	338,957	85
Cape Breton Land Assembly	Paving	80,776	-
TOTAL		$607,543	108

PROVINCE OF NOVA SCOTIA
DEPARTMENT OF HOUSING
FINANCIAL STATEMENTS
March 31, 1984

PROVINCE OF NOVA SCOTIA
HOUSING DEVELOPMENT FUND
FINANCIAL STATEMENTS
MARCH 31, 1984

CONTENTS

Auditor's Report 43

Balance Sheet 44

Statement of Funds Advanced and Recovered 45

Statement of Continuity
Housing Development Fund 47

Notes to Financial Statements 48

Schedules Supporting Balance Sheet 50

AUDITOR'S REPORT

To the Chairman and Members
of the Housing Development Board and to
the Minister of Housing

I have examined the balance sheet of the Housing Development Fund as at March 31, 1984, the statements of funds advanced and recovered, and continuity of the fund for the year then ended. My examination was made in accordance with generally accepted auditing standards, and accordingly included such tests and other procedures as I considered necessary in the circumstances.

In my opinion, these financial statements present fairly the financial position of the Housing Development Fund as at March 31, 1984, and the advances, recoveries and continuity of the fund for the year then ended in accordance with generally accepted accounting principles applied on a basis consistent with that of the preceding year.

O.P. Cormier, F.C.A.
Deputy Auditor General

Halifax, Nova Scotia
July 13, 1984

PROVINCE OF NOVA SCOTIA
HOUSING DEVELOPMENT FUND
BALANCE SHEET
AS AT MARCH 31, 1984

ASSETS

	1984	1983
Advances for the purchase of land	$ 29,800	$ 223,269
Accounts receivable (Schedule I)	3,305,832	3,563,150
Mortgage receivable (Schedule II)	96,392,298	107,576,164
Deferred charges	16,299	53,847
Investment in land and housing projects (Schedule III) (Note I)	105,776,181	98,715,977
	205,520,410	210,132,407

LIABILITIES

Accounts payable (Schedule IV)	$ 2,590,422	$ 3,735,238
Contractor's holdback payable	991,329	642,364
Notes payable (Schedule V)	80,023,374	83,398,293
	83,605,125	87,775,895
Advances from the Consolidated Fund (Authorized $154,000,000)		
Advanced to the Fund	126,939,418	126,778,558
Less: Allowance for doubtful recoveries	5,024,133	4,422,046
Net advances	121,915,285	122,356,512
	$205,520,410	$210,132,407

Approved on behalf of the Board

Chairman

Deputy Minister

PROVINCE OF NOVA SCOTIA
HOUSING DEVELOPMENT FUND
STATEMENT OF FUNDS
ADVANCED AND RECOVERED
FOR THE YEAR ENDED MARCH 31, 1984

	1984	1983
Advances from Consolidated Fund Beginning of year	$126,778,558	$117,803,118
Advances		
Public Housing Construction Costs	13,969,749	12,984,927
Land Servicing Costs	5,233,504	3,712,926
Repayments on Notes Payable		
Co-operative Housing	3,098,843	2,862,431
Land Assembly	167,000	263,595
Public Housing	87,451	87,894
Lease Purchase Housing	7,543,623	2,499,294
Mortgage Advances		
Small Loans Assistance	254,527	359,695
Rural and Native Housing	2,480,073	1,683,226
Provincial Self-help	542,030	5,596,525
New Home Mortgage	52,490	3,643,703
Interim Financing - Non-profit Housing Co-operatives	275,000	330,000
Canada — N.S. Home Insulation and Electric Conversion	7,550	2,960,097
Other	33,625	146,536
Recovery of prior years' write-offs	79,802	106,748
Total Advances	33,825,267	37,237,597
	160,603,825	155,040,715
Recoveries		
Recovery from C.M.H.C. - Public Housing	9,895,629	10,639,478
Land Servicing Recoveries	362,076	94,720
Land Sales	7,658,224	4,203,837
Repayments on Mortgages Receivable		
Co-operative Housing	4,717,245	3,224,211
Small Loans Assistance	384,253	385,635
Provincial Self-help	1,006,899	552,131
Lease Purchase Mortgage	336,348	88,472

	1984	1983
New Home Mortgage	1,267,050	14,110
Rural and Native Housing	166,196	---
Interim Financing - Non-profit Housing Co-operatives	296,934	177,112
Canada—N.S. Home Insulation and Electric Conversion	7,217,104	7,111,496
Other	98,538	336,480
Write-off of Doubtful Accounts	257,911	1,434,475
Total Recoveries	33,664,407	28,262,157
Advances from Consolidated Fund End of Year	$126,939,418	$126,778,558

PROVINCE OF NOVA SCOTIA
HOUSING DEVELOPMENT FUND
STATEMENT OF CONTINUITY
FOR THE YEAR ENDED MARCH 31, 1984

	1984	1983
Balance at beginning of year	$154,000,000	$143,000,000
Add: Authorizations for the year	---	11,000,000
Balance at end of year	$154,000,000	$154,000,000
Comprising:		
Advanced to the Fund	$126,939,418	$126,778,558
Balance unadvanced	27,060,582	27,221,442
	$154,000,000	$154,000,000

PROVINCE OF NOVA SCOTIA
HOUSING DEVELOPMENT FUND
STATEMENT OF CONTINUITY
FOR THE YEAR ENDED MARCH 31, 1984

	1984	1983
Balance at beginning of year	$154,000,000	$143,000,000
Add: Authorizations for the year	---	11,000,000
Balance at end of year	$154,000,000	$154,000,000
Comprising:		
Advanced to the Fund	$126,939,418	$126,778,558
Balance unadvanced	27,060,582	27,221,442
	$154,000,000	$154,000,000

PROVINCE OF NOVA SCOTIA
HOUSING DEVELOPMENT FUND
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED MARCH 31, 1984

1. Significant Accounting Policies

The provincial share of capital housing programs is financed through the Housing Development Fund. These programs include the construction of lease purchase housing units, low-interest loans for home construction and rehabilitation, the assembly and servicing of land, and the construction of public housing.

Public Housing

Public housing projects are carried at cost, which includes the cost of site investigation, land construction, administration and interest during construction.

Section 40 projects are jointly owned by Canada Mortgage and Housing Corporation and the Department of Housing. Therefore, only the department's 25 per cent share of costs are reflected in these financial statements. Section 43 projects are owned by the department, and are reflected at 100 per cent of their costs.

Amortization of Public Housing (Schedule III)

The capital cost of public housing projects is amortized over a period of fifty (50) years, and amounted to $171,475 for the year ended March 31, 1984.

Department-owned rental properties are amortized over a period of twenty (20) or twenty-five (25) years, and amounted to $16,029 for the year ended March 31, 1984.

In both cases, the amount of annual amortization will accelerate over the amortization period.

Investment in Land and Land Assembly

Land and Land Assembly projects are carried at cost of acquisition plus servicing costs, capitalized interest charges and administrative costs where applicable. If recovery is doubtful, the

unrecovered capital cost is reduced by the amount of estimated losses on disposal until the net capital cost reaches a nominal value of $1.00.

Profit or loss on sale of land is recognized when the sale of the project is complete. Until then, Land Sales are carried as deferred revenue.

Operating Revenues and Expenditures

The provincial share of operating expenditures related to capital programs is funded by votes of the Legislature. Operating revenues consist primarily of interest revenue on loan programs and are credited to the revenues of the Province. Operating expenditures include administrative costs of the Fund, the Province's share of operating deficits on public housing projects and grants, and assistance associated with capital and other programs. Details of operating revenues and expenditures are reported in the province's Public Accounts.

PROVINCE OF NOVA SCOTIA
HOUSING DEVELOPMENT FUND
SCHEDULES SUPPORTING BALANCE SHEET
AS AT MARCH 31, 1984

	1984	1983
SCHEDULE I: **Accounts Receivable**		
Canada Mortgage and Housing Corporation	$ 2,907,854	$ 3,094,211
Municipal Governments	388,600	466,600
Other	9,378	2,339
	$ 3,305,832	$ 3,563,150
SCHEDULE II: **Mortgages Receivable** (by Program)		
Rural and Native Housing	$10,373,730	$ 9,017,763
Co-operative Housing	43,032,719	47,927,544
Provincial Housing Emergency Rehabilitation	1,476	2,270
Canada—N.S. Home Insulation and Electric Conversion	13,486,834	20,837,294
Provincial Self-help	8,558,467	9,023,336
Apartment Conversion	108,100	125,385
Small Loans Assistance	1,131,072	1,274,284
Lease Purchase Mortgage	1,947,167	1,110,210
New Home Mortgage	17,681,882	18,896,442
Buy Now Build Later	80,123	2,419
Interim Financing - Non-profit Housing Co-operatives	270,954	---
	96,672,524	108,216,947
Less: Allowance for doubtful recoveries	280,226	640,783
	$96,392,298	$107,576,164

PROVINCE OF NOVA SCOTIA
HOUSING DEVELOPMENT FUND
SCHEDULES SUPPORTING BALANCE SHEET
AS AT MARCH 31, 1984

	1984	1983
SCHEDULE III: **Investment in Land and Housing Projects**		
Public Housing - Section 40	$ 43,572,921	$38,882,717
Public Housing - Section 43	31,850,420	31,945,687
Housing for rental purposes	429,046	445,076
Lease Purchase Properties	13,581,082	7,227,573
	89,433,469	78,501,053
Land and Property Bank	8,467,178	7,200,200
Land Assembly	37,710,971	33,938,999
Other	53,304	149,648
	46,231,453	41,288,847
Less: Land sales to date on projects in progress	25,635,615	17,848,394
Unrecovered costs	20,595,838	23,440,453
Department-owned foreclosed properties	490,781	555,734
	110,520,088	102,497,240
Less: Allowance for doubtful recoveries	4,743,907	3,781,263
	$105,776,181	$98,715,977

PROVINCE OF NOVA SCOTIA
HOUSING DEVELOPMENT FUND
SCHEDULES SUPPORTING BALANCE SHEET
AS AT MARCH 31, 1984

	1984	1983
SCHEDULE IV: **Accounts Payable**		
Due to Canada Mortgage and Housing Corporation		
Rural and Native Housing	$ 666,509	$ 1,624,419
Public Housing	867,820	1,011,839
Land and Property Bank	12,138	11,184
	1,546,467	2,647,442
Due to Others		
Lease Purchase Insurance	---	32,016
Public Housing	719,497	824,162
Land Assembly	50,554	24,741
Security and land deposits	273,349	201,614
Miscellaneous	555	5,263
	1,043,955	1,087,796
	$ 2,590,422	$ 3,735,238
SCHEDULE V: **Notes Payable**		
Canada Mortgage and Housing Corporation		
Public Housing - Section 43	28,654,192	28,740,743
Co-operative Housing	43,931,126	47,029,969
Land Assembly	7,325,398	7,509,963
	79,910,716	83,280,675
Department of Regional Economic Expansion	112,658	117,618
	$ 80,023,374	$ 83,398,293